



UNITED STATES NAVY

SAPR STAND-DOWN

COMMANDER ENGAGEMENTS
ALL HANDS

FACILITATION GUIDE FY13

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Overview

This facilitation guide is designed to prepare the Command Triad to conduct the DoD Directed Sexual Assault Prevention and Response Stand-down (i.e., training) for the Navy.

The Navy's leadership plays a significant role in sexual assault prevention and response, particularly in the creation and sustainment of command climates that stop sexual assault and promote a culture of respect, trust and professionalism in the force.

Background

Sexual Assault is a criminal offense, incompatible with Department of Navy (DON) Core Values, Navy Ethos, and the high standards of professionalism and personal discipline expected of all service members. Sexual assault impacts the victim for years to come, undermines teamwork, and threatens unit readiness. While the Navy has made great progress in adopting a proactive and comprehensive approach (2012/2013 SAAM Campaigns, SAPR-L (Leadership), SAPR-F (Fleet)), we need to continue with changes to our culture that surround this issue and recommit to our Core Values.

SECDEF directed a mandatory DoD-wide Stand-down to be completed no later than July 1, 2013. The intent is direct commander and leader engagements with their service members and civilian employees on SAPR principles and the criticality of ensuring a climate of dignity and respect necessary in every work place across the DoD. The imperative is to ensure the integrity of professionalism, respect and trust within our Navy.

Strategy

SECNAV, CNO and MCPON recorded their personal expectations of Navy leaders at all levels. The essence of their message is commitment to the health, welfare and trust of fellow Sailors. The message is candid in nature concerning our refocus to the principles of Honor, Courage, and Commitment; the expectations inherent in the oath of enlistment/office; and, the requirement to care for victims and holding offenders appropriately accountable. They are talking about changing not only the culture of the Navy but also about letting go of "traditions" that are not founded in respect and dignity for others. They acknowledge and address where the Navy was, where it is, and where it must go – the kind of legacy we want to leave in our Nation's history.

What follows must be a commander-led discussion about what it means to be a leader, live and exhibit honor, demonstrate moral courage to self and shipmates, and commit to ourselves, each other, our Nation and our shared values. The Command Triad SHALL conduct the Stand-down in its entirety and the message is the same from Seaman to Admiral and for our Total Force.

Course Goals

This training is designed to emphasize that positive culture change, the eradication of sexual assault in individual commands and in the Navy, is every Sailor's responsibility – military personnel and civilian employees. In particular, this Stand-down follows SAPR-L and SAPR-F and is designed to move the discussion forward and **refocus our attention on this very, very serious challenge that we have**. The discussion points may elicit extremely difficult conversation that is absolutely necessary. Open and frank discussion is encouraged.

Stand-down Objectives

At the conclusion of the Stand-down, Sailors should understand their role in the prevention of sexual assault.

- **Part 1 – What Sailors Need to KNOW (Data and Baseline Definitions):**
 - Recognize the magnitude of the problem of sexual assault in the Navy
 - Provide tangible examples of real things our command has done or can do to “get to the left” of this problem
 - Understand Continuum of Harm behaviors and how those behaviors can undermine a professional work environment
 - Sexism / Sexist Behavior
 - Understand the concepts / definitions of:
 - Fraternization
 - Sexual Harassment
 - Sexual Assault
 - Consent
- **Part 2 – What Sailors Need to DO (Tangible Actions):**
 - Understand the difference between risk reduction and prevention
 - Dictate Professionalism; Core Values
 - Practice Responsible Decision Making
 - Doing the right thing
 - Bystander Intervention
 - Personal discipline around sexual behaviors
 - Responsible use of alcohol
 - Understand the difference between consensual sex and sexual assault
 - Increase understanding of the reporting options for sexual assault
 - Treat everyone with dignity and respect
- **Part 3 – What the Commanders EXPECTATIONS are:**
 - Define the Commander’s Guidance
 - Commit to preventing sexual assault
 - Provide support services and care for victims who report sexual assault

Stand-down Format

This course is composed of two primary elements: video and facilitated discussion. The video includes a SECNAV and CNO introduction message which must be played at the beginning of each Stand-down session. The video is designed to set up and establish the tone for the Command Triad facilitated discussion that follows. The video concludes with a message from the MCPON and must be played prior to the end of the session. In the event that the Command Triad does not have the capability to either access or play the videos, they are available in the Appendix and must be read as written. The last word is the Commander’s Guidance. **Success of the training rests entirely on the command’s commitment to delivering quality, professional training that engages all levels of leadership – military and civilian, junior and senior – in the discussion about sexual assault.**

The estimated length of this training is 120 minutes. However, training may continue beyond the allotted time. Encourage productive discussion for as long as time is allowed.

- Course Video: 5 min
- Facilitated Discussion: 115 min

Set-Up and Equipment Needs

All commands can access the Navy Leadership SAPR Stand-down videos from the Navy's SAPR webpage at <http://www.sapr.navy.mil> under the SAPR-SD section.

Additional information, as well as the SAPR-SD Facilitator Guide and supporting material, is also available for download. Click the SAPR Training page link for additional resources.

Instructors

The Command Triad SHALL conduct the Stand-down in its entirety and with the same message from Seaman to Admiral. The success of this training depends on prepared leaders with the skills and talent to get Sailors at all levels to communicate and speak openly and frankly about this topic.

A group of 25-35 training participants is ideal for maximum participation in the facilitated discussions. The group size should **not exceed 50 participants**; groups that are too large may stifle discussion. Commands must certify compliance. Best practices/feedback from both the SAPR-L and SAPR-F Training revealed that larger groups were not sufficiently engaged in the discussion of this material to ensure a thorough examination of the issues.

Recommend leaders and stakeholders such as the local SARC, SAPR VA, JAG, and Chaplain participate to the maximum extent possible.

Preparation

Format of the Facilitation Guide

This guide is not designed to be a rigid script; rather, it is designed to equip Command Triads with thought-provoking questions about sexual assault prevention and response to engage commands in meaningful discussion. The guide is composed of facilitated questions that follow the intro messages by SECNAV and CNO. The guide includes the following prompts, allowing the Command Triad to tailor the discussion to the command:

- *Suggested script:* The script provides Command Triads with informative and compelling statements to launch the discussion segment.
- *Questions:* The questions in each segment are designed to elicit thoughtful discussion from the group. Command Triads should use these questions to explore their Sailors' awareness and levels of understanding about sexual assault, identify topics or beliefs that may need to be addressed, and determine areas in which further education may be beneficial.
- *What to listen for:* These are responses the Command Triad should be hearing and encouraging from the group; they are the core of the message. The group may provide responses that are not listed in this guide which can range from the mundane to somewhat shocking. Command Triads should let Sailors generate original ideas and responses.

- *Anchor points:* Instructional information the facilitator might find useful. They reinforce key points and clarify major themes.



**Anchor points help
steer the message**

“Do’s and Don’ts” of Facilitation

- **Do** ensure that everyone in the room can hear the discussion; repeat questions and comments that may have been spoken too quietly for others to hear.
- **Do** be alert to statements that reveal stigma, misperception, or a myth about sexual assault. Correct these statements.
- **Do** refer to the videos to emphasize leadership’s speaking points.
- **Do** be alert for victim blaming; no one asks to be sexually assaulted.
- **Do** recognize that conversations about sexual matters can be challenging.
- **Do not** allow only a few participants to dominate the conversation.
- **Do not** let the group stray off topic. Keep the conversation focused.
- **Do not** attempt to guess if you do not know how to answer a question about statistics, resources, law or policy. Offer to research the question and provide an answer later, and explain your plan for doing so.
- **Do not** discuss or permit the discussion of current sexual assault investigations or disclose details about alleged or suspected incidents. Confidentiality of Sailors is paramount. Discussing confidential information undermines the Navy’s objective of encouraging reporting by establishing trust.
- **Do not** discuss your personal opinions about sexual assault, its causes, or the Navy’s system for resolution.

Commander’s Guidance

- As leaders and mentors, we must cultivate a professional work environment.
- We must establish and maintain a professional command climate and demonstrate that behaviors on the Continuum of Harm will not be tolerated by anyone...Seaman to Admiral.
- Sexuality is a normal part of life.
- Sexual assault is a crime of a personal nature. The crime often precipitates feelings of shame, guilt and self-blame in the victim. As such, a victim of sexual assault often finds it difficult to discuss the violation.
- We mentor our Sailors on those behaviors that create successful professionals. We mentor them on healthy sexuality and healthy relationships. We also discuss the Continuum of Harm. We establish that sexual assault is a crime and will not be tolerated in our ranks.
- Talking about sexual assault prevention brings the issue to the forefront as a command priority.
- As leaders, we must be comfortable talking about issues that put our Sailors at risk. In mentoring our junior Sailors – those most at risk – we must address the difficult topics of sexual consent, alcohol and the role alcohol can play in clouding judgment and in decision making.
- Talking with Sailors about the Continuum of Harm – in language and tone that resonates with them – lets them know the command does not tolerate any sort of misconduct. These discussions assist in building an environment of respect and trust that encourages victims to report assaults.

Recommended Prep Work for Command Triad

- Pull your most recent DEOCS. Look at the aggregate for the command on the mandated sexual assault questions. Review the break down male versus female. Note data points of interest. This aggregate information is a great tool for commanders to better understand and manage trends and characteristics of sexual assault reports at the command level, and to better understand and mitigate the risk factors that may be present within your command environment.
- Assess and study any materials you have that indicate what the command climate is like in order to get a better understanding of how to address your Sailors and steer an informed discussion.
- After reviewing the material in this facilitation guide, write down what you will put out as your command guidance (part three of the training).
- Facilitating a discussion like this is complex. It would be difficult to do it for the first time, live in front of the crew. A thorough review of the material prior to training is a must.



A dry run through the Facilitation Guide with a select audience is HIGHLY RECOMMENDED prior to delivering command training.

FACILITATION GUIDE

❖ VIDEO: Play SECNAV / CNO Messages

❖ SUGGESTED SCRIPT

- *In May, President Obama used the issue of sexual assault in the military to illustrate to graduating Naval Academy midshipmen the importance of trust and honor at a time when the public has grown weary of missteps by public servants.*
- *President Obama said, “It only takes the misconduct of a few to further erode people’s trust in their government.”*
- *“Those who commit sexual assault are not only committing a crime, they threaten the trust and discipline that makes our military strong.”*
- *As we have discussed in previous trainings, there are consequences for sexual misconduct; every allegation will be fully investigated and proven offenders will be held appropriately accountable.*
- *We are all leaders, the most junior Seaman to the most senior Admiral, and each of us must own this problem. If we are not part of the solution, we are part of the problem.*
- *Today we take a stand. Today, each of us as leaders will commit to eliminating this behavior.*

❖ FACILITATED DISCUSSION:

PART 1: WHAT SAILORS NEED TO KNOW (DATA AND BASELINE DEFINITIONS)

The 2012 Defense Manpower Data Center (DMDC) Gender Survey report of active-duty personnel reported an increasing trend in sexual assault. Using statistical methodologies to create an extrapolated number based on anonymous participants, the survey suggested that 26,000 DoD members experienced unwanted sexual contact. According to this survey, the Navy’s data, when extrapolated, suggested that approximately 10,700 members have suffered unwanted sexual contact in the last year. The breakdown of the actions are roughly as follows: 42% is unwanted sexual touching, 23% of the 26,000 is unknown, 15% is attempted acts of penetration, and 20% is completed acts of penetration.

The Navy’s FY 2012 Annual Report to DoD specifically details the number of restricted and unrestricted reports of sexual assault. There were 726 reported sexual assaults – 527 unrestricted and 199 restricted. We know from ongoing studies that there are a number of shipmates across the Navy who have suffered in silence.

The Navy acknowledges that this is a problem; we own it and must solve it.



Part 1 Purpose: Drive home the magnitude of the problem with data and what people think

QUESTION: When you hear about a sexual assault case, how often do you doubt the truthfulness of the victim's report and instead focus on the characteristics of the victim? What the victim was wearing, if the victim had been drinking, if the victim voluntarily invited the alleged offender to his or her own room?

What to listen for:

- ✓ The tendency to assume the report is false or that the victim is lying is not supported by the data
- ✓ Victims of sexual assault are far more likely to have been assaulted and never tell anyone of the incident than they are to have never been assaulted and made a false report

QUESTION: How often are you skeptical of an assault because you feel like you identify with the alleged perpetrator? "I know this guy." "He's a good guy." "He's a lot like me." "She would never do something like that." "He or she is a great Sailor."

What to listen for:

- ✓ Most victims know their perpetrators who are often described as "nice guys," difficult to distinguish for those you like and may respect

QUESTION: When you think of sexual assault, how often do you think only of female victims?

What to listen for:

- ✓ There are additional stereotypes and myths that impact a man's ability to face their sexual assault and seek support or services, including:
 - Men are immune to victimization
 - Men should be able to fight off attacks
 - Men shouldn't express emotion
- ✓ These are NOT true!
- ✓ According to the Navy's FY 2012 Annual Report to DoD, there were 425 unrestricted reports and 204 restricted reports of sexual assault made by female victims; 55 unrestricted reports and 37 restricted reports were made by male victims
- ✓ Of those reported sexual assaults, 89% of victims were female and 11% of victims were male

QUESTION: We completed SAPR-L and SAPR-F. We had SAAM training in FY 12 and 13. Since then, what have we done to show we're taking the lessons of SAPR seriously? What tangible steps has this command taken to "get to the left" of this problem of sexual assault in the Navy?

What to listen for:

- ✓ Focus on the problem – shipmates assaulting other shipmates
- ✓ Acknowledge the nature and magnitude of the problem of sexual violence in the Navy
- ✓ Listen for command specific issues or best practices
- ✓ Be aware of the myths and misperceived norms that contribute to a culture in which sexual assault is ignored, downplayed, or accepted, and in which the victim is afraid to report

- ✓ Model appropriate behavior; be consistent with your message
- ✓ Recognize and not permit Continuum of Harm behaviors
- ✓ Provide examples of Sailors influencing outcomes by using bystander intervention
- ✓ Know and utilize available SAPR resources



**This is about OWNING
the problem!**

QUESTION: Preventing sexual assault is a leadership issue. By virtue of wearing the uniform, we're all leaders. What is your personal definition of leadership?

What to listen for:

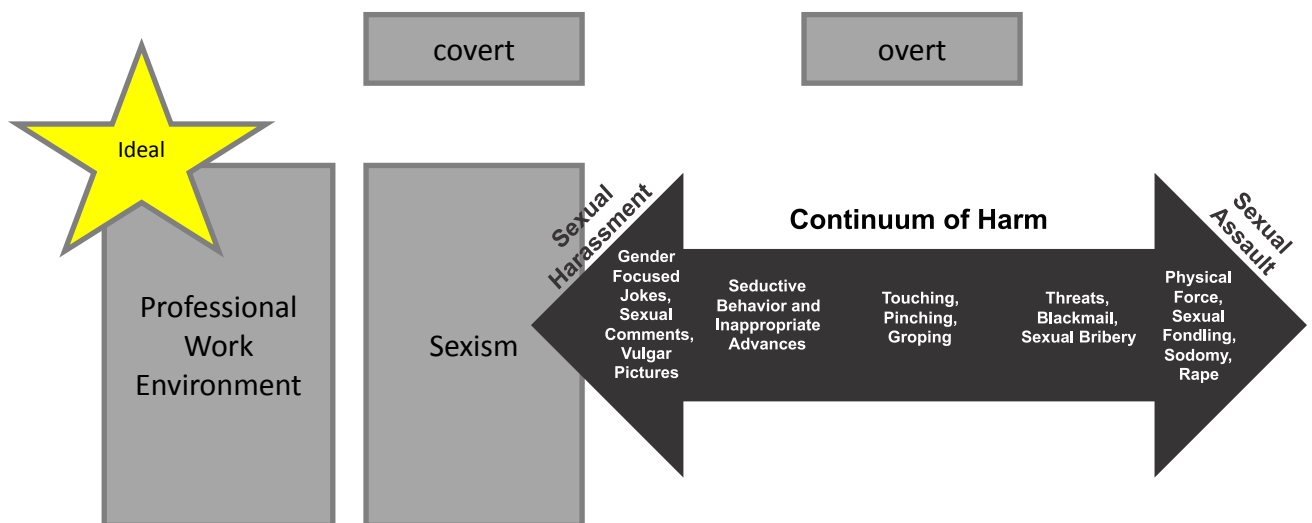
- ✓ By example
- ✓ Walks the walk
- ✓ Respected and respectful
- ✓ Does the right thing when no one is watching
- ✓ Sets standards and keep standards

QUESTION: CNO asked us to refocus our efforts on sexual assault. Why would we begin by asking you about leadership? What's the connection?

What to listen for:

- ✓ It takes leadership and courage to confront shipmates and friends who are being abusive or pushing appropriate boundaries and limits
- ✓ We need leadership from every one of us to refocus our attention on this very serious challenge
- ✓ We lead in a variety of ways and the Navy needs Sailors to show the courage it takes to be leaders in preventing sexual assault

❖ The Continuum of Harm:



STATE: Let's "unpack" the Continuum of Harm. The Continuum of Harm is a range of behaviors that can undermine a professional working environment. Behaviors on the Continuum of Harm, if left unaddressed, can foster an environment where an offender can feel free to push the boundaries to commit a more serious act.

- ✓ **Ideal** = Professional work environment; where all are treated with dignity and respect, and trust thrives.
 - ✓ **On the far left** = Sexism often starts as "white noise" and subtle behaviors. Left unchecked, it can develop in the form of passing comments, jokes and emails that grow out of control in an environment that allows them. Sometimes this may even be perceived as flirting. However, flirtatious behavior has no place in professional work environment.
 - It's easy to turn a deaf ear to sexism and sexist remarks. Even with our busy operational tempo, we have to address them quickly and thoroughly in order to set and maintain a professional tone.
 - We must refocus our senses to identify and stop sexism and sexist remarks before they affect command climate. Others may not like what was said, but feel helpless to say stop.
 - ✓ **In the middle = touching, pinching, groping.** We must address behaviors that include inappropriate advances and touching.
 - Sexual contact offenses include inappropriate touching, fondling, groping. Whether or not contact is made with a person's bare skin, unwanted contact (touching) with someone above or below his/her clothing is an offense under the UCMJ.
 - ✓ **On the far right** = Sexual assault penetration offenses.
- As part of the Navy team, it is our duty to create and communicate an environment of professionalism, respect and trust.
 - We must not tolerate a command climate where differences are devalued through negative comments; where violence is a demonstration of power. Leadership must model behaviors rooted in higher standards.

QUESTION: On the right side of the Continuum of Harm are penetration offenses...but what about those more subtle behaviors on the left? We have to address those behaviors on the far left of the continuum – sexual comments, flirting behavior... Seemingly low-level behaviors that taken in isolation might not seem to be a problem, just white noise that we ignore, or categorize as "we're just messing around." Now that we understand the Continuum of Harm, how can those actions lead to a command climate that is possibly tolerant of misconduct? How do we foster a command climate based on respect and professionalism? What does that look like from the perspective of daily operations?

What to listen for:

- ✓ Officer and enlisted leadership is essential
- ✓ Perpetrators may feel he or she has leeway to push boundaries, and perhaps, get away with more serious conduct in an environment in which the Continuum of Harm behaviors are left unaddressed
- ✓ We must swiftly address and correct unsatisfactory behaviors when we notice them

- ✓ Everyone must collectively create a culture in which disrespect, in any form, is not allowed
- ✓ Foster relationships that are based on professionalism, trust, respect, and communication
- ✓ Default to the Navy's Core Values of Honor, Courage, and Commitment, and to Navy Ethos characteristics of Integrity, Discipline and Teamwork

QUESTION: What does everyone in the command think if you notice leadership is silent in the face of a vulgar e-mail or sexist comments?

What to listen for:

- ✓ Officer and enlisted leadership is essential
- ✓ While most who laugh at an off-color joke or forward an inappropriate email do not commit sexual assault - those who do commit this violence often mask and justify their behavior within climates where such behavior is condoned or ignored. Just as peers may provide inadvertent cover for offenders, they are also a very effective tool in both the prevention and response arenas. Emphasize the important role Sailors can play as active bystanders. Armed with basic education and training on resources and intervention strategies, they are a force multiplier.

QUESTION: What does Sexism look like?

What to listen for:

- ✓ Sexism relies on stereotypical gender roles and male dominance; subtle example – males continually restate what female members just stated
- ✓ It reinforces men as protectors and providers, and males as having the greater power, authority, and physical strength; consequently, women must have less power, less authority, and less physical strength
- ✓ It separates people because of their differences, regardless of gender; males that don't fit the mold of muscular and masculine are seen as inferior, and women who don't fit the mold as housewife and homemaker are seen as too dominant
- ✓ Discussion regarding sexism should address situations involving male and female with a view towards acknowledging and eliminating behaviors and attitudes that disempower people
- ✓ Sexism has an adverse effect on people's idea of what is worthwhile about them – it perpetuates stereotypes

QUESTION: The military has been accused of moving too slowly on the issue of sexual assault in our ranks and there needs to be a greater sense of urgency in dealing with this problem. Without question, we are a male-dominated workforce. But by putting this problem in the box as a women's issue, do we diminish it? What role does sexism play in our everyday experiences – consider that 23% of the Navy's population might be having a different experience? The best examples are the gray ones.

What to consider:

- ✓ How do you talk to each other? Do you use first names, nicknames? Rank? Position? Does it matter if the person is male or female?
- ✓ Do you refer to men by their formal title and women by their first name?

- ✓ What about female officers – Do women do this to themselves by saying such things as “please, call me Joan”?
- ✓ Have you ever graciously opened the door for a woman to enter only to let it slam on the man directly behind her?
- ✓ Do you look to the men for answers regarding highly technical or arduous tasks?
- ✓ How does the language you use differ around men and women? Do you talk “down” to females?
- ✓ Do you double check or verify a woman’s work with a man you believe to be technically competent?
- ✓ Are the tasks you assign or are assigned to seen as “women’s work” or a “man’s job”? What affect does this have on who does the work?

The examples may seem trivial to some people, but it is this culture that allows offenses such as sexual assault to occur. Every individual is a valuable member of our Navy and should be treated with dignity and respect.

QUESTION: What is the Navy’s policy on Fraternization? How do you define Fraternization within this command?

Definition of Fraternization = the term traditionally used to identify personal relationships that break the customary bounds of acceptable senior-subordinate relationships.

What to listen for:

- ✓ Personal relationships between officer and enlisted members that are unduly familiar and that do not respect differences in rank and grade are prohibited, and violate long-standing custom and tradition of the naval service
- ✓ Similar relationships that are unduly familiar between officers or between enlisted members of different rank or grade may also be prejudicial to good order and discipline or of a nature to bring discredit on the naval service and are prohibited
- ✓ Although it has most commonly been applied to officer-enlisted relationships, fraternization also includes improper relationships and social interaction between officer members as well as between enlisted members, to include recruiter-recruit and trainer-trainee relationships

QUESTION: What is the Navy’s definition of Sexual Harassment? Do you know this command’s policy?

Definition of Sexual Harassment = A form of sex discrimination that involves unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature.

What to listen for:

- ✓ There is an informal resolution process for sexual harassment
- ✓ Examples of Sexual Harassment:
 - Submission to such conduct is made either explicitly or implicitly a term or condition of a person's job, pay, or career

- Submission to or rejection of such conduct by a person is used as a basis for career or employment decisions affecting that person
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive working environment

QUESTION: What is the Navy's definition of Sexual Assault?

Definition of Sexual Assault = Intentional sexual contact characterized by the use of force, threats, intimidation, or abuse of authority or when the victim does not or cannot consent. The term includes a broad category of sexual offenses consisting of the following specific UCMJ offenses: rape, sexual assault, aggravated sexual contact, abusive sexual contact, forcible sodomy (forced oral or anal sex), or attempts to commit these offenses.

What to listen for:

- ✓ Walking up to a shipmate and grabbing their genitals or breasts is NOT "horseplay," it's a sexual assault!
- ✓ There is no informal resolution process for sexual assault
- ✓ Uniform Code of Military Justice (Article 120) = a sexual act upon another person such as rape, sexual assault, aggravated sexual contact, and abusive sexual contact
- ✓ Sexual assault is an umbrella term that includes both contact and penetration offenses
- ✓ Offenses include the "good game" slaps (hits on the buttocks), the grabbing or touching of someone's genitals...all the way to violent rape
- ✓ Uniform Code of Military Justice (Article 125) = forced engagement in unnatural carnal copulation with another person of the same sex or opposite sex or with an animal is guilty of sodomy; penetration, however slight, is sufficient to complete the offense
- ✓ Uniform Code of Military Justice (Article 80) = an attempt to commit an offense even though failing to effect its commission, is an attempt to commit that offense

QUESTION: What is the Navy's policy on sexual assault?

What to listen for:

- ✓ Sexual assault is completely unacceptable in the Navy; the ultimate goal is a command climate of gender respect where sexual assault is never tolerated and completely eliminated
- ✓ There is no single easy method to prevent sexual assault – it will require our sustained commitment – mentoring Sailors in decision making; confronting alcohol issues; educating all Sailors about our shared responsibility as bystanders; and actively eradicating sexism and sexual harassment whenever encountered
- ✓ Studies show that a coordinated response by a multi-disciplinary approach improves a victim's experience as well as offender accountability

GROUP ACTIVITY: SEXUAL HARASSMENT VERSUS SEXUAL ASSAULT

ASK: I'm going to read a statement, and I want you to tell me if it is "sexual assault" or "sexual harassment" and then tell me why:

1. Undressing a co-worker with your eyes in the work place.

✓ Answer: *Sexual harassment*. This can create a hostile or uncomfortable work environment.

2. Fondling a body part that would be covered by a swimsuit without consent.

✓ Answer: *Sexual assault*. This is sexual contact; if it is unwanted, it is a sexual assault.

3. "Sexting" a co-worker or others who find the material offensive.

✓ Answer: *Sexual harassment*. "Sexting" refers to sexually explicit text messages (text or images). This can create a hostile or uncomfortable work environment.

**** IMPORTANT NOTE ****

- A lot of times we laugh and joke about these kinds of behaviors
- But if you look at the actions for what they really are – touching in sexual manner without permission – you'll realize that those actions constitute sexual assault
- Sexual assault is any unwanted intentional sexual contact

QUESTION: What is consent?

Definition of Consent = A freely given agreement to the conduct at issue by a competent person.

What to listen for:

- ✓ Consent is...ⁱ
- Based on choice
 - Active, not passive
 - Talking about sex with your partner and how far you want it to go
 - Knowing your partner wants you as much as you want them
 - Listening and being listened to
 - Giving permission without feeling pressured
 - About open communication, caring and respect
 - Asking and hearing a yes
 - Being on the same page as the person you're intimate with
 - Engaging with each other and being clear about what you want
 - Positive cooperation in the exercise of free will
 - Talking about things you like, as well as being open about the things you don't like
 - Setting your boundaries and only doing what you're comfortable with
 - When both or all parties are fully conscious, mutually participating, and have positively and clearly communicated their intent
 - Being able to say no at any time and that choice will be accepted and respected

QUESTION: So what is NOT consent?

What to listen for:

- ✓ Silence is not consent
- ✓ You do not have consent if your partner is passed out
- ✓ Intoxicated is not consent
 - Alcohol can impair a person's ability to consent; alcohol use does not preclude the ability to give or receive consent, but having sexual contact or act with a person who has been drinking is legally risky
- ✓ Fear is not consent
- ✓ You do not obtain consent by pressuring someone, by threatening, coercing, or forcing someone

QUESTION: If we were to create a continuum of sex similar to what the Continuum of Harm looks like, where would we draw the line between sex and then the sex being a crime? Let's go through some important questions to think and talk about...

What to listen for:

- ✓ If someone says no then after more foreplay willingly has sex then is that rape?
- ✓ What does it mean if someone comes to your room?
- ✓ What behaviors are there that suggest that someone wants to have sex?
- ✓ What about kissing while dancing?
- ✓ What about "grinding" on the dance floor?
- ✓ What about taking one's clothes off?
- ✓ So how do you know then that someone wants to have sex?
- ✓ What does "Playing the game" mean?
- ✓ What is the, "I don't think we should" routine?
- ✓ Where does the myth that "no" means "yes" come from?
- ✓ What does "hooking up" mean?
- ✓ How about "fooling around?" If it means different things to different people then isn't it important to be precise?



❖ FACILITATED DISCUSSION:

PART 2: WHAT SAILORS NEED TO DO (TANGIBLE ACTIONS)

GROUP ACTIVITY: RISK REDUCTION

GOAL: Show that the threat of sexual harassment and sexual assault is an omnipresent part of women’s lives.

DIRECTIONS: IMPORTANT! Try not to vary from the step-by-step instructions when conducting this activity.

1. **STATE:** “Are men and women different? In society, do we have a habit of putting women in one box and men in another? For example – How many female warriors are there in the latest versions of the ‘Call of Duty’ or ‘Halo’ video games?”
2. Ask the questions posed below.
3. Record responses on chart paper or a dry erase board until ideas are exhausted.

PART 1 (*For the Men*)

ASK: “Men, tell me what you do on a daily basis to reduce the risk of being sexually assaulted.” (Or you can clarify by saying, “What steps do you take every day to keep yourself safe from the threat of sexual assault?”)

**** IMPORTANT NOTE ****

The men might have a hard time with this question and remain fairly silent. There might be a few glib responses and nervous laughter. They might say, “Well, I never really think about it.” It is common for them to come up with NO actual responses to this question (if so, leave the page blank for the visual effect).

PART 2 (*For the Women*)

STATE: “Watch what happens when we ask the women in the room the same question.”

ASK: “Women, tell me what you do on a daily basis to reduce the risk of being sexually assaulted.” (Or you can clarify by saying, “What steps do you take every day to keep yourself safe from the threat of sexual assault?”)

The list should be written unstructured to symbolize the overwhelmingness with the answers all over the place.

Possible responses:

- “I never walk alone at night”
- “I sometimes dress down as not to call attention to myself”
- “I always carry a cell phone”
- “I go out with a group and come home with a group”
- “I never leave a drink unattended”
- “I carry a set of keys between my fingers as a weapon as I’m walking”
- “I am trained in self-defense class”
- “I lock my doors and windows”

**** IMPORTANT NOTE ****

Women will typically respond immediately; however if you need to probe for answers, use the following questions:

- What do you do when going out to a bar?
- What do you do when walking home at night?
- Back in the day when we still had land lines, was there anything you would do regarding your phone listing in the telephone book or your recorded voice messages?
- Do you always have taxi money, a full tank of gas?
- What do you do when traveling alone?
- What do you do when in a car alone traveling or in a parking lot?

At this point you may have men contributing to the women's list

- Insist upon hearing only from the women for the moment

**** IMPORTANT NOTE ****

- Responses (if any) typically will not apply to preventing sexual assault. Be sure to ask: "Are you primarily doing that to prevent sexual assault or are you primarily concerned about other crimes?"
- Men may become uncomfortable with the unevenness of the two lists and start building theirs up again.
- Men and women might get defensive and relay that men are also the victim of sexual assault.
 - Response: State, "You are absolutely correct men can be and are also victims of sexual assault and this exercise in no way is trying to say otherwise."
- Men might point out that during deployment there are some things that they will do to reduce their risk of being assaulted. Examples of this might be hyper-vigilance at night alone or in the shower.
 - Response: State, "It may be correct that during deployment, the rates of victimization for men regarding sexual assault go up and conversely, so do rates of victimization for women. Think about that feeling of hyper-vigilance you are describing, men, in experiences during deployment. Now imagine feeling that way every day of your life."
- Men might also clarify that they might not protect themselves specifically from sexual assault, but that they do take steps to protect themselves from crimes like mugging, assault or hate crimes.
 - Response: State, "Women also take steps to protect themselves from those crimes. A significant difference between men and women regarding these crimes is that the underlying threat for women with these crimes is sexual assault."

PART 3 (For All)

ASK: "What do you notice about the two lists?"

Possible responses:

- Women have a lot more rules they have to follow
- Men didn't realize how much more women are on guard all the time
- Women are shocked when they realize how many of these rules they instinctively follow
- Frustration by both men and women that this is the way it is

ASK: "How do these make you feel?"

**** IMPORTANT NOTE ****

Understand the following points:

- Typically, the men's list is limited to less than 2-3 responses while the women's list is usually so full that the chart paper is almost unreadable.
- The practices women outlined are not only what women do every day, but what they are EXPECTED to do, and if they don't, they are questioned and criticized for not practicing risk reduction.
- If women are not carefully practicing these risk reduction techniques, they are often blamed for the crimes committed against them.
- It's okay that men and women are different. It needs to be openly acknowledged in order to encourage community involvement and drive culture change.

QUESTION: Historically, risk reduction has been the major prevention effort to reduce sexual assault and harassment in both the civilian and military communities. So if we've really got a problem, why don't we focus more on sexual assault risk reduction?

What to listen for:

- ✓ The reality is that risk reduction is not reducing the number of incidents
- ✓ We have shipmates assaulting other shipmates – people you know and trust, not typically the stranger in a ski mask
- ✓ The reality is that focusing only on the victim is short sighted – it does not stop the perpetrator from trying again, and again, and again
- ✓ Risk reduction puts most of the focus on women and sexual assault is a gender neutral offense
- ✓ It does not provide support for survivors because people often question what the survivor did or didn't do
- ✓ To end sexual assault and harassment, we need to start examining the attitudes, beliefs, and actions that support a rape culture

QUESTION: So how does sexual assault prevention differ from risk reduction?

What to listen for:

- ✓ Seeks to stop the behavior before it happens by recognizing that there is only ONE person truly capable of preventing a sexual assault 100% of the time: the offender
- ✓ Like Bystander Intervention, sexual assault prevention encourages community involvement and cultural change
- ✓ Rather than blaming victims, prevention strategies hold the perpetrators of sexual violence responsible
- ✓ We must change a culture that allows perpetrators of sexual assault to fly under the radar undetected, unchallenged, and unaccountable
- ✓ Encouraging Bystander Intervention strategies, focusing our efforts on prevention instead of risk reduction, and holding perpetrators appropriately accountable are the building blocks to cultural change

QUESTION: What does integrity really mean? How can we recognize the moral gravity of each personal and professional decision?

What to listen for:

- ✓ Does this decision respect laws, rules and standards of conduct?
- ✓ Does this decision reflect the Navy's Core Values of Honor, Courage and Commitment?
- ✓ Does this decision contribute to a constructive outcome for me and others?
- ✓ Does this decision safely and legally contribute to mission readiness and completion?
- ✓ Individuals are responsible for the actions they take, as well as the ones they do not
- ✓ Each of us is an ambassador for our Command, the Navy, and our Country

QUESTION: Doing the right thing when no one is looking also means managing the freedom to do whatever you want. A lot of us came into the Navy straight from high school where our freedoms were still regulated by our parents. Even so, now we're all regulated by Navy policy and rules and regulations. Why is it that when left to our own choices some of us begin to set and drift, eventually crossing the line into possible criminal activity? What is so difficult about personal responsibility and making the right choice?

What to listen for:

- ✓ Never had the chance to "test the waters" before stepping into an organization with such a high moral code
- ✓ It's difficult to stop myself when I'm having fun

QUESTION: Where's your red line? We all have a line to mark the limits of our own personal standards of behavior and insist it's a line we would never cross. Is yours a permanent red line? Does it move as a matter of convenience to fit a situation? Does it continue to move as you progress in rank and/or stature? Is your line at the same spot as others? And what happens when you cross the line – can you go back?

What to listen for:

- ✓ Situational boundaries when hard red lines should exist
- ✓ Think about driving down a long stretch of empty back road and you come to a red light in the middle of nowhere. You stop and look both ways and no traffic is in sight for miles. Do you wait for the light to turn green or do you proceed through the light in order to shorten your travel time? Will your red line move in this situation?
- ✓ Where is our line when we want to fit in with the team and either participate in the crude jokes or be complacent when it comes to objecting?

• ***DECISION MAKING in Action:***

- ✓ *A Sailor is faced with a choice to accurately report less than high performance on a damage control (DC) drill, or "gun deck" the information for the sake of appearance. She chooses to report accurately, reasoning that the importance of DC capability aboard her ship is vital to everyone's wellbeing.*

- ✓ *A junior officer (JO) recognizes that his Department Head is on the verge of accepting an invitation from a contractor that may violate the Joint Ethics Regulation. Some of his fellow JOs pressure him to keep silent about the issue and not rock the boat. Instead, he chooses to speak with his Department Head about his concerns, and points out the possible ethical risk.*

QUESTION: The choice to act requires decision. Bystander Intervention is a primary component of sexual assault prevention. Why is it so imperative that we step up and step in when we see a shipmate heading down a potentially dangerous path?

What to listen for:

- ✓ We will never break the cycle of harm if we don't step up and step in
- ✓ It's hard to intervene – what if I'm wrong
- ✓ Don't want to appear stupid

QUESTION: It's about choice. Sexual activity is a personal choice. What kind of decisions are Sailors faced with in terms of sexuality, especially during extended deployments?

What to listen for:

- ✓ Mission first, shipmates always
- ✓ The discussion needs to include eliminating the behavior of looking at fellow Sailors as an opportunity for sexual gratification
- ✓ Discuss personal discipline around sexual behaviors

QUESTION: Drinking is a personal choice. What kind of decisions are Sailors faced with in terms of drinking?

What to listen for:

- ✓ It can lower inhibitions / cloud judgment
- ✓ It can impact a person's ability to consent
- ✓ It can impede the judgment of bystanders

QUESTION: The fact is that there are Service members who drink alcohol. However, some Sailors don't understand the effects of their alcohol use and end up making choices that result in negative outcomes; in addition, they open themselves up to increased risk. What does responsible drinking really mean? How much is too much?

What to listen for:

- ✓ Know your limits
- ✓ Drink in moderation
- ✓ Don't drink underage – underage drinking is illegal and a violation of the UCMJ
- ✓ Command specific policy on responsible alcohol use, example "0013":
 - Zero underage drinking
 - Zero drinking and driving
 - One drink per hour
 - No more than three drinks per night

QUESTION: How often do you assume that an alleged sexual assault is more likely to be an encounter between well intentioned individuals who simply had regrets the next day?

What to listen for:

- ✓ Every case stands alone
- ✓ Common tactics used to commit the assault include: ignoring victims' efforts to communicate, incapacitating them with alcohol or drugs, physical force, or threats
- ✓ Every case must be thoroughly investigated by law enforcement so that the facts relevant to that case can be determined; then, and only then, after you thoroughly review the case, can you reach a disposition decision that is fair to both the victim and alleged perpetrator in that individual case
- ✓ The prime factor behind a sexual encounter being seen as sexual assault is the exchange of clearly communicated consent from both or all parties
- ✓ In the absence of clear consent, a case could be made for sexual assault

QUESTION: Is there such a thing as situational offenders of sexual assault? Someone who takes advantage of the right combination of circumstances "to get some sex?" For example, our alleged subject has a lack of impulse control, no self-discipline and poor sexual boundaries; he goes and drinks too much alcohol (irresponsible drinking), and then discovers a victim of opportunity (a fellow Sailor who is significantly drunk). This creates the potential for a situation that can possibly lead to sexual assault. What are your thoughts on Navy's assaults - do you think they are committed by situational offenders? How do we prevent those?

What to listen for:

- ✓ Sailors don't take advantage of fellow sailors
- ✓ No premeditation, just a matter of circumstance
- ✓ Situation lent itself to low risk, high reward
- ✓ Lack of consent in a situation like this
- ✓ Bystander intervention would protect BOTH sailors



Bystander Intervention is a strategy that could save at least two people by taking action.



Some Common Characteristics of Sexual Predators:

- ✓ Thrive on secrecy and target victims whom they know will keep silent
- ✓ Often offend where they won't get caught when they have misdirected people's attention
- ✓ Offend when there is a victim of opportunity
- ✓ Good manipulators
- ✓ Overly self-indulgent
- ✓ Arrogant
- ✓ Sexualize, objectify men / women
- ✓ Users of various kinds of pornography
- ✓ Typically known as rationalizers, justifiers, intellectualizers
- ✓ Great helpers, "are there to lend a hand," prey on people in need, when they can insinuate themselves in your life
- ✓ Use stressful and vulnerable situations to get in a potential victims life – they find a need they can fill and they use that to get next to the victim

QUESTION: It is imperative that every man and woman has consent prior to sexual intimacy – this applies to both non-married and married partners. Consent is a decision. Consent is essential. So as we discussed before, what do you do to get consent?

What to listen for:

✓ ASK!

- “No” means no
- “Not now” means no
- “I don’t know if I want to” means no
- Hearing no does not mean slow down, it means stop
- “I had too much to drink” means no
- “I’m not sure” means no
- “I’m scared” means no
- Sex without consent is a crime
- Only yes means yes

QUESTION: So how do you ask for consent?

What to listen for:

- Can I kiss you?
- Is this okay?
- Are you comfortable with this?
- What would you like me to do?
- Do you like it when I do this?
- Do you want to have sex?



**Sex is a personal CHOICE.
Sexual assault robs the victim
of choice and violates the
victim’s body.**

- ✓ Notice in this section how often “this,” “there,” etc., are used. Why not ask – can I touch your breast? If you can’t be explicit, are you ready for sex?
- ✓ It is okay to openly acknowledge that you and your partner have sexual desires
- ✓ It’s important for you to respect yourself and your partner and accept their beliefs and their values

QUESTION: What are the official reporting options available to a victim of sexual assault?

What to listen for:

✓ Unrestricted Report

- A process used by an individual to disclose, without requesting restricted reporting, that he or she is the victim of a sexual assault. Under these circumstances, the victim’s report to the SARC, Healthcare Personnel, a Victim Advocate, command authorities, NCIS, local law enforcement, a chaplain, judge advocate, or other persons are reportable to law enforcement and may be used to initiate the official investigation process.

✓ Restricted Report

- A process used by an eligible individual to report or disclose that he or she is the victim of a sexual assault to specified officials on a requested confidential basis. Under these circumstances, the victim's report and any details provided to the SARC, SAPR VA, or healthcare personnel constitute a restricted report. Such a report to these personnel as well as to a legal assistance attorney or Chaplain will not be reported to law enforcement to initiate an official investigation.
- When a victim elects to remain silent the allegation is never investigated; the subject is never held accountable and the event remains a secret. Perpetrators thrive on secrecy and actually target their victims based on the belief that the victim will keep the secret.

**** CIVILIAN PERSONNEL ONLY ****

- In most cases, if you're a civilian, you are only eligible to make an unrestricted report of sexual assault. Certainly there are SARCs and VAs who can help, but by policy, restricted reports are not an option. The SARC and SAPR VA are available resources for emergent support and can assist you. [For additional civilian eligibility information, see DODI 6495.02]

QUESTION: What do you think prevents or would prevent victims from reporting within our command?

What to listen for:

- ✓ This question is often asked out of well-intentioned frustration at feeling helpless to act in the fact of an assault
- ✓ The reality is that reasons victims give for not reporting include things within a command's reach to address, including:
 - Did not want superiors to know
 - Fear of being treated badly if they report
 - Concern for protecting their identity
 - Did not trust the reporting process
 - Afraid of retaliation
 - Thought nothing would be done
 - Perception they could handle it on their own
- ✓ The ultimate responsibility resides with the command to create a safe environment where reporting is encouraged
- ✓ Note what is being communicated within the command that is contributing to barriers to report and address them
- ✓ **Of the Navy commands that had answered the required sexual assault questions on the DEOCS between 01 March and 21 May 2013:**
 - **45% of men and 57% of women perceived stigma, shame and fear as barriers to reporting sexual assault**
 - **29% of men and 40% of women feared re-victimization if they reported**
 - **40% of men and 26% of women reported no barriers to reporting sexual assault**

QUESTION: Some victims choose not to come forward, or choose to file a restricted rather than an unrestricted report. How can we increase a climate of victim confidence associated with reporting so that victims trust their command and feel supported to report and participate in the investigation and adjudication process?

What to listen for:

- ✓ Leverage leadership at all levels, particularly those most directly connected with the target, most vulnerable audience
- ✓ Create community empowered bystander intervention
- ✓ Train first responders
- ✓ Address sexual assault reporting options and reducing stigma in awareness training at all levels
- ✓ Execute SAPR initiatives at the deck plate level
- ✓ Behave in a way that is transparent to the people we have the privilege of leading
- ✓ Conduct a SAPR Response drill to ensure all parts of the command system function as they are meant to function



We need to embrace the existence of a gray area:

- ✓ Sometimes cases should not or cannot result in criminal convictions, either due to evidentiary issues or just the level of certainty – proof beyond a reasonable doubt
- ✓ Certain cases produce victims through sexual encounters that lead to trauma due to uncertainty about consent
- ✓ Regardless of the outcome of adjudication, we need to recognize that the victim has experienced a traumatic event and they need to be supported and offered the best care possible; we need to get them the resources that they need, as well as encourage and support them through the process

QUESTION: Based on today's discussions, how might our biases be impacting the prevention and response efforts of this command?

What to listen for:

- ✓ The messages we communicate – formally and informally – can decrease victim blaming, increase the scrutiny of repeat offenders, and increase the reporting and help-seeking behaviors of victims
- ✓ Eliminating sexual harassment and sexual violence is everyone's responsibility
- ✓ Your words and actions, or lack thereof, set the deciding tone
- ✓ Identifying potential liabilities in terms of misinformation or personal biases is a crucial first step

QUESTION: SAPR-L and SAPR-F are both titled “TAKE THE HELM” – Why do you think that is?

What to listen for:

- ✓ It is up to all of us – E-1 to O-10 – to step up and step in when we see something wrong
- ✓ CNO states that each of us needs to be the first line of defense
- ✓ We all need to refocus, take charge of this problem and steer it in the right direction
- ✓ Success will only be achieved with an all hands, top-to-bottom, concerted effort to eliminate sexual assault from our ranks

❖ VIDEO: Play MCPON Message



Part 3 Purpose: Drive home YOUR expectations to your command

❖ FACILITATED DISCUSSION:

PART 3: WHAT THE COMMANDER'S EXPECTATIONS ARE



SUGGESTION: Develop Command Declaration or Signature Behaviors as part of the Commander's intent

- ✓ Appoint/establish a Command Counsel to create a "Ship's Declaration"
- ✓ Articulate what's important to good order and discipline
- ✓ Sailors decide how they're going to behave on liberty
- ✓ Require signatures and then hold appropriately accountable

CO's CLOSING COMMENTS:

As result of this stand-down, every participant should understand that they are accountable for fostering a climate where:

- ✓ Sexist behaviors, sexual harassment, and sexual assault will not be tolerated, condoned or ignored
- ✓ Dignity, trust and respect are core values we live by and define how we treat one another
- ✓ Victims' reports are treated with the utmost seriousness, their privacy is protected, and they are treated with sensitivity
- ✓ Bystanders are motivated to intervene because offensive or criminal conduct is neither tolerated or condoned
- ✓ Offenders know they will be held appropriately accountable by a fair, effective and efficient system of justice

Sexual Assault is a crime.

We own it...we'll solve it...together.

Do YOU have the COURAGE to step up and do what is right?

Appendix A: Video Transcripts

1. Ray Mabus, Secretary of the Navy:

“Every day a new group of men and women raise their right hand and swear to join us in protecting and defending the Constitution of the United States of America. Every day mothers and fathers entrust their children to our leadership. They do so knowing they will face certain risks: combat, dangers at sea, or hazardous operations. But none of them expect the danger to come from other Sailors and Marines.

We owe our Sailors, Marines and the American people a solution to the sexual assault problem in our ranks. This is a very real problem and it presents a clear danger to the very foundation of our naval culture. We can repeat that there is “zero tolerance” all we want; however, as leaders our actions must match the words in our commitment to prevent these crimes from taking place.

Make no mistake, sexual assault is a crime. If someone was running across a base shooting at Sailors and Marines we would act immediately. Sexual assault requires the same immediate action. Sailors and Marines DO NOT prey on other Sailors and Marines. Sailors and Marines DO NOT prey on anyone. Period. We can, and will, hold criminals appropriately accountable. You can count on it.

Because of the reports on sexual assaults the American people are beginning to believe that there is something wrong with military culture; that we have a sexist, harassing, even threatening workplace and that we are incapable of professional behavior. You and I know that we ought to be better than that. We must be better than that to maintain the trust of the American people.

We must Honor our shipmates by looking out for one another. We must have the Courage to act as an intervening bystander or to report crimes and inappropriate behavior. And we must have a Commitment to our shared values and to support our shipmates who have been assaulted. The awareness, training, prevention and response programs we have put in place have been important steps.

This is not an easy problem. Imaginative training and new programs are necessary and vital parts of the solution. Addressing the internal threat of sexual assault, and the challenge to good order and discipline in the fleet, requires the involved deck-plate leadership of everyone serving in the Department of the Navy. We must follow through. From the newest recruit to the most senior uniformed and civilian leaders, that kind of leadership is needed every single day.

Sexual assault is wrong. It is a crime. It can tear apart our units, and our Navy. Each of us must commit today, and every day, to eliminating this cancer from our Navy and Marine Corps. Always Courageous. Always Faithful. Semper Fortis. Semper Fidelis.”

2. Jonathan W. Greenert, Chief of Naval Operations:

“Hello shipmates.

We’re having this sexual assault stand-down because we need to refocus. We need to refocus our attention on this very, very serious challenge that we have. Sexual assault is a serious offense; it’s a crime.

The fact of the matter is we still have shipmates assaulting other shipmates. Now think about it. These are people who go to sea together, who say they will give up their life for each other, and who fight casualties together, assaulting one another. We need to refocus. We need to take the time and remember what we’re about.

I need you to listen and I need you to learn during this stand-down.

I’ll see you out there in the fleet.”

3. Mike Stevens, Master Chief Petty Officer of the Navy:

“Shipmates, you’ve heard our CNO. Sexual assault is serious and it’s a crime.

All of our Sailors deserve an opportunity to work in an environment that is safe and free of sexual assault. You and I, we have a responsibility to ensure that the conditions are set and maintained where that environment exists.

Now, I call all of us to arms. I call all of us to arms to eradicate sexual assault because I believe that together there is nothing that we cannot accomplish.

Now let’s get after it.”

Appendix B: Glossary

1. **Assault** – The use of unlawful force or violence either as an overt act with the intent of inflicting bodily harm, or as an unlawful demonstration of violence, through an intentional or culpably negligent act or omission, either of which creates in the mind of another a reasonable apprehension of receiving immediate bodily harm.

2. **Consent** – A freely given agreement to the conduct at issue by a competent person. An expression of lack of consent through words or conduct means there is no consent. Lack of verbal or physical resistance or submission resulting from the use of force, threat of force, or placing another person in fear does not constitute consent. A current or previous dating or social or sexual relationship by itself or the manner of dress of the person involved with the accused in the conduct at issue shall not constitute consent. A sleeping, unconscious or incompetent person cannot consent.

3. **Domestic Abuse**

- a. Domestic violence; or
- b. A pattern or behavior resulting in emotional/ psychological abuse, economic control, and/or interference with personal liberty when such violence or abuse is directed toward a person of the same sex or opposite sex who is:
 - (1) A current or former spouse;
 - (2) A person with whom the abuser shares a child in common; or
 - (3) A current or former intimate partner with whom the abuser shares or has shared a common domicile.

4. **Chaplain** – Chaplains are a resource for supporting victims of sexual assault with compassionate pastoral care. Victims may counsel with a chaplain with complete confidentiality. Chaplains are familiar with SAPR policy and procedures, and may serve as a gateway to other resources in order to assist victims and their families. Victims are encouraged to speak with chaplains who can assist them, if victims so choose, in contacting designated personnel who receive restricted and unrestricted reports.

5. **Domestic Violence** – An offense under the United States Code, the UCMJ, or State law that involves the use, attempted use, or threatened use of force or violence against a person of the same sex or opposite sex, or the violation of a lawful order issued for the protection of a person of the same sex or opposite sex, who is:

- a. A current or former spouse;
- b. A person with whom the abuser shares a child in common; or,
- c. A current or former intimate partner with whom the abuser shares or has shared a common domicile.

6. **Healthcare Personnel** – All healthcare providers are considered healthcare personnel. This also includes persons assisting or otherwise supporting healthcare providers in providing healthcare services (e.g., administrative personnel assigned to a Medical Treatment Facility (MTF)).

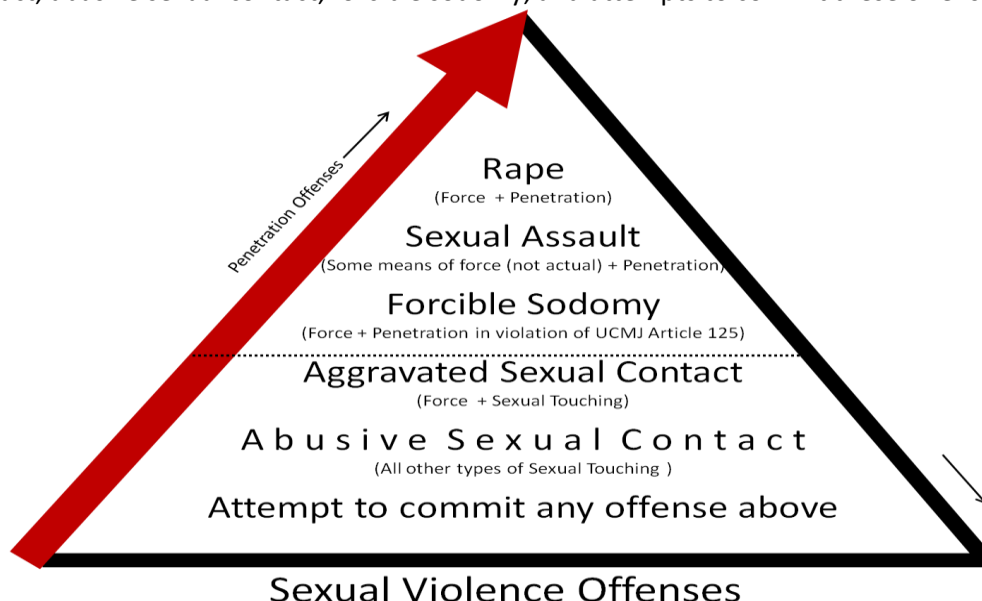
7. **Healthcare Provider** – Those individuals who are employed or assigned as healthcare professionals, or credentialed to provide healthcare services, at a military medical or military dental treatment facility or military family support center, or who provide such care at a deployed location or in an official

capacity. This includes military personnel, DoD civilian employees, and DoD contractors who provide healthcare at an occupational health clinic for DoD civilian employees or DoD contractor personnel. The definition includes Fleet and Family Support program clinicians that function in a government oversight and/or supervisory capacity.

8. Reporting

- a. **Restricted Reporting** – Reporting option that allows sexual assault victims to confidentially disclose the assault to specified individuals (i.e., SARC, SAPR VA, or healthcare personnel), and receive medical treatment, including emergency care, counseling, and assignment of a SARC and SAPR VA, without triggering an official investigation. The victim's report provided to healthcare personnel (including the information acquired from a SAFE Kit), SARCs, or SAPR VAs will NOT be reported to law enforcement or to the command to initiate the official investigative process unless the victim consents or an established EXCEPTION applies. The Restricted Reporting Program applies to Service members and their military dependents 18 years of age and older. Only a SARC, SAPR VA, or healthcare personnel may receive a Restricted Report, previously referred to as Confidential Reporting; however, it may not be an option if the sexual assault occurs outside of the military installation or the victim first reports to a civilian facility and/or a civilian authority or if prohibited by law. This will vary by State, territory, and/or overseas local agreements. See DoD Directive 6495.01. However, victims may also consult with a chaplain or legal assistance attorney for advice and guidance on a confidential basis. Though this is not reported as a restricted report, it does provide the victim these resources without triggering an investigation.
- b. **Unrestricted Reporting** – A process by which the sexual assault victim discloses, without requesting confidentiality or restricted reporting, that he/she has been the victim of a sexual assault. Under this circumstance, the victim's report and any details provided to healthcare personnel, SARC, SAPR VA, command authorities, or other persons are reportable to law enforcement and may be used to initiate the official investigative process. The victim's command is required to report the incident to NCIS. Details regarding the incident will be limited to only those personnel who have a legitimate need to know.

9. **Sexual Violence Offences** – Sexual violence offenses include rape, sexual assault, aggravated sexual contact, abusive sexual contact, forcible sodomy, and attempts to commit these offenses.



10. Sexual Assault Response Coordinator (SARC) – A military or DoD civilian at an installation who serves installation, tenant and operational commanders as the SAPR subject matter expert and central POC with responsibility for ensuring that training and responsive care is properly coordinated, provided to victims of sexual assault, and tracked from the initial report through final disposition and resolution.

11. Sexual Assault Prevention and Response Victim Advocate (SAPR VA) – A military service member or DoD civilian at an installation who provides non-clinical crisis intervention, referral, and ongoing non-clinical support to adult sexual assault victims. Support will include providing information on available options and resources to victims. The SAPR VA, on behalf of the sexual assault victim, provides liaison assistance with other organizations and agencies on victim care matters and reports directly to the SARC when performing victim advocacy duties. Personnel who are interested in serving as a SAPR VA are encouraged to volunteer for this duty assignment.

12. Sexual Harassment – A form of sex discrimination that involves unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- a. Submission to or rejection of such conduct is made either explicitly or implicitly a term or condition of a person's job, pay, or career;
- b. Submission to or rejection of such conduct by a person is used as a basis for career or employment decisions affecting that person; or,
- c. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive working environment.

13. Sexual Assault – Intentional sexual contact characterized by the use of force, threats, intimidation, or abuse of authority or when the victim does not or cannot consent. The term includes a broad category of sexual offenses consisting of the following specific UCMJ offenses: rape, sexual assault, aggravated sexual contact, abusive sexual contact, forcible sodomy (forced oral or anal sex), or attempts to commit these offenses.

14. Victim – For purposes of this guide, a victim is any person who reports the commission of a sexual offense upon him/herself, or is identified, based upon the report of another person or other information, as a person who has been subjected to a sexual offense.

Appendix C: Additional Resources

DoD Sexual Assault Prevention and Response Office (SAPRO):

<http://www.sapr.mil>

Navy SAPR Program:

http://www.cnmc.navy.mil/ffr/family_readiness/fleet_and_family_support_program/sexual_assault_prevention_and_response.html

Navy SAPR Training web resources:

<http://www.sapr.navy.mil>

MyDuty.mil:

<http://www.myduty.mil>

DoD Safe Helpline:

<http://www.safehelpline.org>

Phone Number: 877-995-5247

Text: 55-247 CONUS or 202-470-5546 OCONUS (international fees apply)

Policy, Guidance, and Directives:

OPNAVINST 1752.1B, Sexual Assault Victim Intervention (SAVI) Program (revision currently in progress)

SECNAVINST 1752.4A, Sexual Assault Prevention and Response

DOD Instruction 6495.02, Sexual Assault Prevention and Response Program Procedures

DOD Directive 6495.01, Sexual Assault Prevention and Response (SAPR) Program

ⁱ Adapted from the “Got Consent?” campaign, University of Southern Maine website.